

AMENDMENTS (INCLUDING INTERSTATE TRANSFER) TO STUDENT EXCHANGE PROGRAM DETAILS

This form is used to notify Tasmanian Assessment, Standards and Certification (TASC) of amendments to a student's exchange program. It is also a record used by the National Coordinating Committee for International Secondary Student Exchange (NCCISSE).

Please complete this form using **BLOCK LETTERS**

AASES form no.		Family name		
Given name/s			Country of origin	

ONLY update details below which have changed – If no change has occurred - leave fields blank

CHANGES OF PROGRAM DATES AMENDMENTS

New arrival date		New departure date	
New enrolment date		New cessation of enrolment date	
Reason for change			

CHANGE OF SCHOOL

*This request must be signed by the Principal or authorised person of the new host school.

*Include change of school details and the school's signed authorisation for an interstate transfer.

*Schools must return the completed form to the appropriate Student Exchange Organisation.

Previous school name		New school name			
Date of cessation		Date of enrolment			
Reason for change					
Name of Principal		Signature of Principal		Date	

CHANGE OF HOST FAMILY

Previous family Family name Given name/s		New host family Family name Given name/s	
New family address			Phone no
Date of change		Reason for change	

INTERSATE TRANSFER DETAILS

From State/Territory		To State/Territory	
New enrolment date		New cessation of enrolment date	
Reason for transfer			

INTERSATE TRANSFER DETAILS

The parent/guardian signature is required for both changes to host school and changes to host family.

Please note: A change will not be considered without the signature of the student's parent/guardian below. Where a parent/guardian signature cannot be obtained, electronic evidence of parent/guardian consent (for example, an email) can be attached.

Parent/guardian signature		Date	
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INTERSATE TRANSFER DETAILS

SEO name			
Contact person		Signature	
Email address		Phone number	

RETURN THIS FORM

Please return the completed form to Tasmanian Assessment, Standards and Certification (TASC)

MAIL
IN PERSON
EMAIL

GPO Box 333, Hobart TAS 7001
Level 1, 114-116 Murray Street, Hobart
qualityassurance@tasc.tas.gov.au

Privacy notice

The information provided in this form will be used to update TASC's Student Exchange Register. Personal information will not be disclosed to any third party without consent, unless authorised or required by law.

Tasmanian Assessment, Standards and Certification is committed to protecting information collected through this process and the handling of data in accordance with the [Personal Information Protection Act 2004](#). All information we collect from you will be kept secure and confidential.